

Regina Beach Parks & Recreation Assistant Summer Student

Details: The Parks & Recreation Assistant will play an important role in the coordination of annual events, such as the Canada Day Celebrations and the annual Lake Swim. In addition will assist in the planning, organizing, implementing and leading of some summer recreation programs and special events. Will be required to supervise and instruct various recreation activities, such as the Summer Sport and Art Day Camp, canoeing, etc. Will also be required to carry out the necessary administration duties such as preparing advertisements and completing program activities. Eligible applicants must be a Saskatchewan resident legally entitled to work in Canada, enrolled as a High School student and returning to high school in the fall following the period of employment, and must be at least 15 years of age.

The successful applicant must possess strong communications as he/she will be required to interact with staff, participants, parents/caregivers, other community members and organizations. Duties of this position will require the ability to adapt to changes in circumstances and conditions when planning or leading events and activities. Must possess leadership skills taking a positive approach to motivate participation of youth in group activities. Must be a team player with a strong commitment to team environment dynamic, working well with others contributing knowledge, expertise and take on leadership role when appropriate. A valid driver's licence, previous experience working with children and First Aid certification also an asset.

Employment Length: 10-40 hours per week from June – August 31st, 2017

Apply by: April 30, 2017

Experience/Skills: Essential Skills

- Working with others
- Oral communication
- Leading & supervising children activities

Additional Skills

- Perform administrative tasks
- Use computer applications

Work Location Information

- Various locations within Regina Beach

How to Apply: Email, fax or mail resume including references, along with covering letter
Attention: Parks & Recreation Coordinator

Employer Name: Town of Regina Beach
Contact Name: Melissa Kobayashi
Contact Phone: 306-729-2202
Contact Fax: 306-729-3411
Contact Email: rbreccoordinator@sasktel.net
Employer Website: www.reginabeach.ca